

**COUNCIL OF LIBRARY DEPARTMENT HEADS
MINUTES
JANUARY 30, 2006**

Present: Dean Michael Binder, Timothy Mullin, Connie Foster, Earlene Chelf, Jayne Pelaski, Haiwang Yuan and Jan Renusch

Minutes: The minutes of the January 9, 2006 meeting were approved as corrected.

Community Outreach Report: Jayne reported the success of the One Book kick-offs. The One Book project received two front-page articles in the DAILY NEWS. Haiwang has posted the photos from the kick-offs on www.bgOneBook.org

-Jayne reminded everyone of Frank X. Walker's visit to Glasgow on Feb. 2 at 3:00, the BG Public Library on Feb. 2 at 6:30 and the Helm Leisure Reading Room at 10:00 a.m. on Feb. 3.

Marketing & Special Events Report: Earlene reported that additional publicity and promotion would be done for the "Rebecca Ruth" KENTUCKY LIVE program and the Feb. 17th deadline for entering the US Bank art show, plus several art workshops planned by Artist-in-residence Lynne Ferguson.

-Beginning Jan. 16, the first ad on WKYU-FM promoted the Centennial exhibit opening; the second, scheduled to begin Monday, Jan. 29th, would promote several Black History Month activities; i.e. the MLK Jr. exhibit at the Kentucky Museum, the Granville Mitchell exhibit throughout February at Barnes & Noble, and the Frank X. Walker poetry readings. It was agreed that the next series of ads would promote the UL Blog.

-Earlene commented on the tremendous media coverage of the Centennial exhibit opening, which played an important role in the exceptional turnout for the opening. She commented further that the program enjoys excellent media relations and that area media do an excellent job publicizing events and activities.

Web & Virtual Library Report: Haiwang went to the "Libraries, Social Tools and the Web 2.0" workshop sponsored by the Greater Cincinnati Library Consortium, where he learned that Web 2.0 refers to today's web platforms that enable users to participate. They include blogging, pod casting, wikiing, chatting, text messaging, etc. Our Libraries' blog and podcast were cited as examples at the workshop.

-Haiwang has been invited by the Kentucky Public Library Association to give a one-hour presentation on the UL Blog at its spring conference in Louisville. Haiwang thanked his team members for the great job they have been doing to earn this recognition.

-Haiwang is in the process of hiring a student with both computer and English proficiency to help manage the Blog and update the different web sites.

-Haiwang reported that a digital micro recorder has been purchased. Test run of the One Book Kick Off recording exceeded expectation. He is going to use it to record future community outreach events for possible pod casting. Haiwang and Jayne will work on permission issues for speakers that they plan to record.

-Haiwang will call a Collections & Connections committee meeting to finalize the spring edition.

Dean's Report: Michael talked about the new full-time Marketing Coordinator position that was advertised in Sunday's DAILY NEWS. The person in that position will now report to Jayne whose new title is Community Outreach Manager and that the office will be moved to the Dean's Suite, Room 107. Jayne's new responsibilities will include the entire marketing program for University Libraries including the Kentucky Building and the Museum Store. Jayne's part-time assistant will remain in that position until the Centennial year is over. -Michael explained some of the distribution of the carryover funds as follows:

\$5,951 ERC refurbishing to supplement Classroom Improvement Grant

\$3,500 DLTS to further the ongoing makeover

\$5,654 Cravens entrance makeover

-Michael announced that he would be attending a Development for Deans Workshop in San Diego February 6-8.

-Michael reported on the SAALCK NetLibrary Consortium Agreement - a patron driven access agreement - entered into by Northern Kentucky University, Eastern Kentucky University, Murray University and Western Kentucky University.

-Michael reminded the Department Heads that staff evaluations are due to Human Resources February 6. Also they must submit hard copies to the Dean's office for the files.

-There will be no CLDH meeting on February 6. The next meeting will be Monday, February 13.

DLTS Report: Connie reported that Deana Groves was awarded a Frances Coleman/Thomson Gale Conference Grant to attend the SELA conference in Memphis, April 5-7. The grant encourages professional development and participation by new SELA members. The \$500 award will help finance her attendance. She was the recipient from Kentucky.

-The project to scan the original KERA law began on September 9, 2005. The projected completion and availability online as a PDF or Word file is Fall Semester 2006. Tyra Hurst is scanning and proofing; Deana Groves is the project coordinator. The law will appear on the KERA portion of the UL Web pages.

-Rose Davis observed that this semester the Blackboard system has a Library button, which should encourage students to use library resources, or at least offer that option.

-Rose is also distributing barcode scanners to government documents and bib access faculty who have not had them. These additional scanners will greatly expedite workflow in technical services and for the MARCIVE project, as well as other uses.

-Jo Ann Mitchell completed this year's primary EBSCO invoice in less than two days. The invoice represented a 9% increase over last year's major invoice for the same period and will be followed by supplemental invoices as well as invoices from other agents/publishers to make for a "tight" budget scenario.

-Connie ordered a two-seat library tapestry bench to replace the existing seating in the DLTS hallway. This should be an attractive option to perk up the entrance to the department.

DLSC Report: Timothy noted that the attendance at the "Western 100" Centennial exhibit opening was about 250. President Ransdell is planning to have a dinner in the exhibit. The next stop for part of the traveling exhibit is Cherry Hall.

-There is going to be a Postcard Party February 12 for collectors and those interested in postcard collecting.
-Jonathan Jeffrey is traveling to Israel. Connie Mills will be out for 6 weeks due to knee replacement surgery.
-Michael announced that the Museum Store would be undergoing some updating of looks and merchandising. Discussion followed including the desirability of locating a coffee shop somewhere in the museum.

DLPS Report: Brian reported on the following:

-Dan Forrest has assumed administrative responsibility for the Interlibrary Loan Unit as part of Access Services. Terri Baker is now Coordinator of the Visual & Performing Arts Library and will be devoting full-time to planning our new library and hiring new staff.
-Helm 100 is being readied to host the Tennessee Holocaust Survivors Touring Exhibit for the next two months. The room has been repainted and picture railings installed. It will also be the site of several public lectures. Gayle Novick is assisting in hanging the portion of the exhibit housed in Helm. Bryan Carson and other reference staff are developing displays of materials related to the Holocaust or Holocaust survivors.

-Selected abstracts/indexes are being moved to Helm 109 to permit the repainting of Helm 100 and its conversion to a leisure reading room. The document delivery packaging office and Ariel workstation will be moved to the Helm 104 conference room on a temporary basis.

-New tile has been installed in ERC to replace aging carpet in the circulation area. New security gates have been ordered and will be installed along with flat screens and new office furniture. The circulation counter will be repainted.

-The paintings of African American artist Granville Mitchell will be featured all the month of February at Barnes & Noble.

-Charles Booe, President of the Rebecca Ruth Candy Factory will tell the history of Kentucky's oldest candy factory on February 9 at 7:00 p.m. at Barnes & Noble as part of the KENTUCKY LIVE! Series.

-Far Away Places series will feature John Dizgun of the History Department discussing Yucatan in this month's program at Barnes & Noble on February 16 at 7:00 p.m.

-Paula Bowles and Nancy Marshall have developed new displays on Kentucky author Bobbie Ann Mason and Kawanishi, Japan (materials received on exchange in our Sister City Program). They are located on Cravens 4th floor.

***Library Technology Report:** The Library Technology team has been busy installing the latest release of OCLC's Connexion client on computers in DLTS, GovDocs/Law, ILL and ERC and other various problems with WKU cable connections in Helm and Cravens, scanner at ERC, installation of computer and scanner in Craven's circulation unit, and printer and barcode scanner problems.

Challenged Materials Committee Report: Jack Montgomery, the Committee chair, distributed copies of the draft statement on challenged materials for the Department Heads review and input. After discussion it was decided that the document needs more tweaking before recommendation to Michael for approval.

Adjournment: There being no further business before the Council the meeting adjourned at 12:30 p.m.

For the Council,

Jan Renusch